

Human Resources Executive

**Int'l Human Resources • Process Development & Improvement • Recruitment Strategies
Compensation Structures • Performance Measuring Innovation • Benefits Administration
Headcount Forecasting • Immigration & Work Status Management • Employee Relocation**

High-impact, results-focused HR executive with more than 18 years of proven experience with a strong technology and consulting background. Outstanding ability to develop and maintain strong relationships and develop trust with professionals across multiple capacities with varied skill sets.

Hands-on and practical ability to resolve complex problems inside challenging circumstances with the utmost attention to individuals involved. Developed reputation as trustworthy and focused. Earned GPHR and SPHR certifications.

Implementing HR innovations to build solid bridges between corporate leaders and employees.

Professional Experience

Sr. Human Resources Manager, Confidential Company

June 2008 – Present

An international technology, services, and end-to-end solutions company now owned by the ABC Corp.

Talent Management: Served as project lead on contracts, implementation, training/delivery, and administration of global performance management system. Managed employee relations issues including discrimination/harassment claims, performance plans, and conduct. Led alignment initiatives in performance management and implemented integrated process.

M&A: Championed business objectives, monitored cultural shifts, and identified issues creating barriers to successful integration. Communicated significant themes to executive staff as necessary.

International HR: Partnered with international HR and engineering managers to balance client needs across geographies and corporate levels, and ensured an aligned approach among regional groups. Acted as primary regional business partner to Australian office after acquisition. Partnered with Legal on immigration activities of sponsored employees. Managed all client group expatriate assignments and relocations in partnership with Legal and tax counsel, as well as housing partners.

Legal: Consulted with in-house Legal Counsel on serious manager/employee issues.

Notable Accomplishments:

- Collaborated with senior management to drive “Pay for Performance” structure including ongoing guidance on performance, promotion, and compensation change decisions.
- Increased participation rates within performance management process by 20% through implementation of an online system.
- Spearheaded integration of headcount tracking into Parent headquarters processes.
- Improved an organizational tracking process, ensuring increased communication, accuracy on headcount tracking, and budgets for each department.
- Created fresh approach to recruitment strategies by designing an employee podcast contest.
- Facilitated Engineering Rotational Program, including assessment of cross-training needs, candidate identification, structure implementation, and building partnerships in banking and immigration.
- Contributed to alignment of compensation/benefit analysis, policy and job leveling processes.

Independent HR Consultant

Nov. 2006 – June 2008

Consulting HR Business Partner, Confidential Corporation, Sept. 2007 – June 2008*A global company offering strategic and financial advisory, business acceleration, and investment services.*

Provided recruitment services for CTO, including cost analysis and comparison of benefit and payroll systems, guidance on employee relations issues, and facilitation of transition from outsourced partner to internal payroll and benefit systems.

Consulting Sr. HR Manager, Confidential Corporation, Nov. 2006 – May 2007

Provided general HR support for internal customers including advising management on compensation, benefits, policy and procedure, compliance, as well as training and development. Coordinated domestic and international employee relocations, including partnering with outside legal counsel on all immigration activities of sponsored employees.

Notable Accomplishments:

- Managed major transition from outsourced benefit system to internal plans including medical, dental, vision, life, AD&D, STD/LTD, EAP, and Section 125 plans.
- Oversaw the rollout of year-end reviews for internal customers.
- Contributed to internal salary structure update by participating in Radford & Mercer surveys.

HR Advisor/Business Partner, Confidential Corporation

March 2001 – Nov. 2006

A leader in Real Estate Lifecycle Management Software Systems with 50+ employees throughout the U.S.

Provided ongoing HR support including compensation, benefits, policy and procedure, compliance, and employee relations. Counseled executive team on talent acquisition, competitive advice, and employee development.

Notable Accomplishments:

- Saved company more than \$45K annually by completing benefit market analysis and negotiating new contracts with providers.
- Evaluated and built all HR systems including compensation, benefits, policy and procedure, compliance, and training and development, as well as an internal HR information system.
- Completed company-wide surveys to establish employee satisfaction and needs, executive development, strategic definition, and team building.

Professional Development & Certifications

GPHR, Global Professional in Human Resources • **SPHR**, Senior Professional in Human Resources
PDI 360 Feedback Coach

Master's Degree coursework, Human Resource Development & Organizational Development
Confidential University, Wichita, KS

Bachelor's Degree, Family Studies and Human Development
Confidential University, Wichita, KS